



## MOTION TO VACATE

### **SECTION I: DRIVER/REGISTERED OWNER'S INFORMATION** *(Please print)*

Today's Date:	
First Name:	Last Name:
License Plate Number:	Issuing State:
Street Address:	
City:	State: Zip Code:

Ticket Numbers	Ticket Numbers	Ticket Numbers	Ticket Numbers

### **SECTION II: EXCUSABLE NEGLECT (DEFAULT JUDGMENT OR DEEMED ADMISSION)**

**I did not answer the tickets in a timely manner because:**

- ☐ The notice was not mailed to the address where my vehicle is registered. (Submit a copy of the vehicle registration in effect on the date the default judgment or deemed admission was entered.)
- ☐ I had a serious medical condition when the default judgment or deemed admission was entered. (Submit documentation.)
- ☐ I was incarcerated on the date the default judgment or deemed admission was entered. (Submit proof of the time period you were incarcerated.)
- ☐ I serve in the military, and I am covered by the Soldiers and Sailors Act. (Submit proof of active military service at the time the judgment was entered or the date of the deemed admission.)
- ☐ Other reason: (Submit explanation on separate paper with any supporting documentation.)

**SECTION III: SUFFICIENT DEFENSE TO THE VIOLATION(S).** *(Please provide an explanation on the reverse side and attach any evidence. Also check the box below that corresponds with your defense.)*

#### **PARKING TICKET**

**I am not liable for the ticket because:**

- ☐ I was not the vehicle owner or lessee at the time the ticket was issued. (Submit proof of ownership or lease.)
- ☐ I reported my vehicle or tags stolen at the time the tickets were issued. (Submit a copy of complete police report).
- ☐ The relevant signs prohibiting or restricting parking were missing or obscured. (Submit photographic evidence covering the side of the block, including street and parking signs, where the vehicle was parked.)

- ☐ The relevant parking meter was inoperable or malfunctioned through no fault of mine. (Submit the reference number you received when you called in the broken meter. Note: calling in a potentially broken meter will not automatically result in ticket dismissal.)
- ☐ The ticket is defective. (Submit an explanation with documentation as to why the facts on the ticket are inconsistent with the violation.)
- ☐ The vehicle was suddenly mechanically disabled and could not be moved. (Submit proof that the vehicle was inoperable and/or was repaired.)
- ☐ I suddenly needed immediate medical assistance. (Submit proof to support immediate medical necessity.)
- ☐ Other defense(s): (Submit your explanation below or on separate paper with any supporting documentation.)

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### MOVING VIOLATION OR PHOTO ENFORCEMENT TICKET

#### I am not liable for the ticket because:

- ☐ The ticket is defective. (Submit an explanation with documentation as to why the facts on the ticket are inconsistent with the violation.)
- ☐ My vehicle was insured on the date the ticket for operating without insurance was issued. (Submit insurance coverage for date ticket was issued.)
- ☐ The photo enforcement violation was issued after my vehicle or tags were stolen. (Submit the entire police report.)
- ☐ I was not the owner or lessee of the cited vehicle at the time of the infraction. (Submit proof of ownership or lease with dates.)
- ☐ Other defense(s): (Submit explanation below or on separate paper with any supporting documentation.)

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Name (Please Print)	Address	Date
Signature		

*Any person using a fictitious name or address and/or knowingly making any false statement on this application is in violation of DC law and subject to a fine of not more than \$1,000 or 180 days imprisonment or both. (DC Official Code §22-2405).*

Please mail this completed form to DC DMV Adjudication Services, Attn: Motion to Vacate, PO Box 37135, Washington, DC 20013, or bring it and any required documentation to DC DMV Adjudication Services. Check website or call 311 or 202-737-4404 for location and hours. The Motion can also be submitted online at [www.dmv.dc.gov](http://www.dmv.dc.gov).

Visit our website: [www.dmv.dc.gov](http://www.dmv.dc.gov) or call 311 in DC or 202-737-4404 for additional information.  
To report waste, fraud or abuse by any DC Government Agency or official,  
call the Office of the DC Inspector General at 1-800-521-1639.